

Security Information

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TO : Career Service Committee  
FROM : Working Group on Honor Awards  
SUBJECT: Interim Report

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1. Pursuant to the instructions received in memorandum of 23 May 1952 from the Career Service Committee, the Working Group on Honor Awards has conducted three meetings. Preliminary to considering the establishment of an awards system, the Group defined certain basic factors as follows:

a. The establishment of honor awards, unit awards and long-service awards, as distinct from incentive and efficiency awards, will be considered by the Group.

b. Any individual affiliated with CIA, or any other person, be eligible for an honor award.

c. Personal awards should be separate from unit awards in order to accord the former the dignity and prestige they merit.

2. Within these factors, the Working Group has evolved a series of recommendations for the consideration of the Career Service Committee. These divide into two principal categories - the first dealing with awards of national significance, and the second dealing with awards of CIA interest.

a. In the first category, the Group recommends that

(1) The Central Intelligence Agency propose to the President, or other suitable authority, the establishment of a common award for which all Federal civilian employees would be eligible and which would constitute a national civilian decoration for outstanding service or achievement in any U.S. Government agency or department.

(2) A national intelligence award be established which would be limited in presentation to those affiliated with the IAC agencies and which would be presented in the name of the National Security Council.

(3) CIA make use of the Medal of Freedom for award to persons affiliated with CIA whose achievement warrants this award.

(4) Other Federal civilian and military awards be utilized for CIA personnel where applicable, appropriate and feasible.

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b. In the second category, the Group recommends that

(1) CIA establish an Intelligence Service Medal in three degrees - for distinguished, superior, and meritorious service.

(2) The medal for distinguished intelligence service be struck in gold and be accompanied by a gold lapel button and a certificate evidencing the award of the medal.

(3) The medal for superior intelligence service be struck in silver and be accompanied by a silver lapel button and a certificate evidencing the award of the medal.

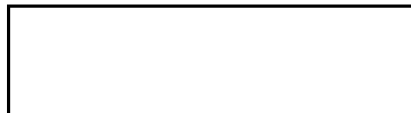
(4) The medal for meritorious intelligence service be struck in bronze and accompanied by a bronze lapel button and a certificate evidencing the award of the medal.

(5) The design of the medal incorporate those features of the Agency seal adaptable for use in the medal and that each medal be suspended from a distinctive ribbon employing the colors of the Agency seal.

(6) The lapel button be a miniature of the obverse of the medal.

(7) Units which have contributed outstanding performance be recognized by a personal award to each member of the unit rather than a group award. Among personal awards presently available are in-grade salary increases and letters of commendation. (If the Intelligence Service Medal is established by the Agency it, too, will be available for presentation to members of outstanding units.)

3. The Working Group will appreciate the opinion of the Career Service Committee in respect to the foregoing recommendations. If they are approved, the Working Group is prepared to approach heraldic and medallion experts in the Department of Defense for the preparation of models and sketches of medals, certificates and lapel buttons. Since reimbursement and other factors may develop from such an approach, the specific authority of the Committee is requested before this action is taken.



Chairman

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